

Chapter 16.08 - TENTATIVE MAPS

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16.08.010 - Environmental reports.

No project shall be approved until an environmental impact analysis is prepared, processed and considered in accordance with the provisions of the California Environmental Quality Act (CEQA) and the state and city environmental regulations and procedures. For the purposes of the Subdivision Map Act of the state, a tentative map shall be deemed to not have been filed until the date of completion of the environmental review process. A tentative map-parcel map may be filed and approved concurrently with the application for and approval of, the environmental impact analysis and requirements.

(Prior code § 9-1.410)

16.08.020 - Tentative maps required.

A tentative map shall be required for every subdivision and shall be filed with the planning director and be prepared in accordance with the provisions of this chapter and the Subdivision Map Act of the state. Tentative maps shall be divided into two categories:

- A. Tentative maps-final maps; and
- B. Tentative maps-parcel maps.

(Prior code § 9-1.415)

16.08.030 - Information to be submitted.

- A. Tentative Maps-Final Maps. The following information shall appear on a tentative map for a final map:
 - 1. The tract number or other description according to the county recorder;

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2. The names, addresses and telephone numbers of the record owners, subdividers and the civil engineer or land surveyor who prepared the map;
 3. The boundaries of the subdivision with sufficient information to locate the property: existing contour lines at intervals of not more than five feet; the limits of all grading and proposed grading of slopes shall be indicated; and contours shall extend beyond the tract boundaries to show the drainage conditions on surrounding properties;
 4. The location, width and names of all existing streets or other public rights-of-way in or adjacent to the tract;
 5. Existing buildings shall be accurately located, with distances between the structures to be retained and notations of the structures to be removed;
 6. Railroad rights-of-way, easements or other important features, such as political subdivision lines, watercourses or other physical features;
 7. The approximate location and general description of trees having a diameter of six inches or more;
 8. The existing storm and sanitary sewers, culverts or other underground structures within the boundaries of the tract and immediately adjacent thereto and the pipe sizes, grades and locations shall be shown;
 9. The true north point, dimensional and graphic, scale and date;
 10. The layout, numbers and approximate dimensions of the proposed lots;
 11. The locations, widths and approximate grades and elevations of all proposed streets;
 12. The location and width of all easements proposed for utility purposes;
 13. The size, slope and location of the proposed sanitary sewer, storm drain and water main facilities;
 14. The proposed names for all the streets;
 15. A statement of the existing and proposed zoning and the use of the property and a certificate on the map signed by the owners agreeing to the filing of such map and agreeing to comply with the provisions of this chapter and the Subdivision Map Act of the state as they apply to the processing and approval of such map; and
 16. A preliminary grading plan.
- B. Tentative Maps-Parcel Maps. The same information as set forth in subsection A of this section shall appear on a tentative map for a parcel map, unless portions of such information are waived in writing by the planning director.

(Prior code § 9-1.420)

16.08.040 - Additional data.

A preliminary soils investigation and report by a registered civil engineer specializing in soils engineering shall accompany all tentative maps. This requirement may be waived by the city engineer where the map is a tentative map for a parcel map. If the subdivision is within a special studied zone established by the state, a geological report prepared by a registered engineering geologist complying with the requirements of the Alquist/Priolo Act shall be submitted. The city engineer and the planning director may require other information in order to evaluate the map for conformance with city policies, including the adopted general plan. A legal description and preliminary title report of the property to be subdivided shall also be submitted.

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(Prior code § 9-1.425)

16.08.050 - Preparation and form.

The scale of the map shall not be a larger ratio than one inch equals one hundred (100) feet. If necessary to provide the proper scale, more than one sheet may be used, but the relation of the several sheets shall be clearly shown on each sheet. No sheet shall exceed twenty-four (24) inches in width and thirty-six (36) inches in length.

(Prior code § 9-1.430)

16.08.060 - Filing.

The subdivider shall file the number of copies of the tentative map as specified by the planning director. The tentative map shall not be considered as being filed unless it complies with all the provisions of this chapter and the drawings, statements and other data required to accompany the tentative map have been submitted in a form acceptable to the planning director.

(Prior code § 9-1.435)

16.08.070 - Notices to school districts.

Within ten (10) days after the filing of a tentative map, the clerk of the planning commission shall send a notice of the filing of such map to the governing board of any elementary, high school or unified school district within the boundaries of which the subdivision is proposed. Such notice shall also contain all information as may be required by Section 66455.7 of the Government Code of the state.

(Prior code § 9-1.440)

16.08.080 - Referrals.

The clerk of the planning commission shall transmit copies of the tentative map and other applicable data to other public and private agencies which may be affected by the proposed subdivision for a report and recommendations to the planning commission.

(Prior code § 9-1.445)

16.08.090 - Action by the advisory agency.

- A. Tentative Map-Final Map Process. Within the period prescribed by the Subdivision Map Act of the state, the advisory agency shall consider the tentative map, the accompanying drawings, statements and other data, the reports and recommendations of the city engineer and the planning director and the evidence and testimony introduced at its meeting and shall recommend to the council the approval, conditional approval or disapproval of the tentative map.
- B. Tentative Map-Parcel Map, Waived Parcel Map and Boundary Line Adjustment Processes.
 1. Within the period of time prescribed by the Subdivision Map Act of the state, the advisory agency and/or approval authority shall consider the tentative map for a parcel map, waived parcel map or boundary line adjustment and the accompanying drawings, statements and other data, including the recommendations of the planning director and shall approve, conditionally approve or disapprove the map.

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2. At least ten (10) days prior to the advisory agency meeting, a written notice of the time and place thereof and a general description of the location of the proposed subdivision shall be mailed to the subdivider and to all property owners within three hundred (300) feet of the proposed subdivision and shall be published in the Colfax Record at least (10) days before the hearing. The names and addresses of such owners as shown on the latest equalized county assessment roll shall be furnished by the subdivider. Such written notice shall be posted on utility poles or similar locations on the streets or roads abutting the proposed subdivision and on streets leading to the proposed subdivision which are within three hundred (300) feet of the subdivision. Any person interested in or affected by the proposed subdivision may be heard. An affidavit of posting shall be filed by the subdivider with the city ten (10) days prior to the hearing time.
3. Any interested person adversely affected by the decision of the advisory agency and/or approval authority may file an appeal with the council. Any such appeal shall be filed with the city clerk within fifteen (15) days after the date of the action appealed from. The hearing on the appeal shall be held within thirty (30) days after the filing of the appeal and the notice of such hearing date shall be renoticed in the same manner as the initial hearing. Lot line adjustments shall not require compliance with the notice requirements set forth in this section.

(Prior code § 9-1.450)

16.08.100 - Action by the council.

The council, as the approval authority and as an appellate review body, shall act upon tentative maps in the manner prescribed by the Subdivision Map Act of the state and by this chapter.

(Prior code § 9-1.455)